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AGRICULTURAL LIBRARIES INFORMATION NOTES

AUTOMATED RETRIEVAL SERVICES FOR USDA FIELD PERSONNEL

This service is a one year cooperative program of the National Agricultural Library and seven land-grant institution libraries: University of California, Davis and Riverside Campuses, Colorado State University, University of Florida, Utah State University, Washington State University, University of Wisconsin, Madison.

The project will provide online bibliographic searching and alerting to USDA field personnel in six states who have previously been without easy access to these services. Several goals are envisioned:

1. Test the need for literature current awareness by field organizational units of the USDA which have not been heavy literature users.
2. Test the need for online, retrospective searching for this group.
3. Gather cost-benefit and behavioral data to aid in determining the impact, value and implications for continuance, extension or discontinuance.

Field personnel in four Service Agencies will be instructed on the value and arrangement for the service by a cooperating land-grant library in their state, which will provide seminars or instruction, receive requests and provide the requested bibliographic service. This service will be limited to the following USDA agencies: Agriculture Marketing Service (AMS), Agricultural Stabilization and Conservation Service (ASCS), Animal and Plant Health Inspection Service (APHIS), and Soil Conservation Service (SCS).

(Continued on page 6, col. 1)

SCIENCE AND LAND-GRANT LIBRARIANS MEETING

November 18 - 19, 1976

Ft. Collins, Colorado

NAL in cooperation with Colorado State University Libraries is sponsoring a meeting of librarians and administrators involved in the life and agricultural sciences.

The meeting is open to directors and reference librarians of land-grant and cooperating institutional libraries, as well as those from other scientific or agricultural college libraries, including horticultural and botanical libraries, research institutions, and private industry.

The program planned for the first day will focus on information and status reports from NAL. The remainder of the first day will include a discussion of AID information programs, a panel discussion on the introduction and administration of on-line retrieval services, and a tour of several agricultural information-related Ft. Collins facilities.

The second day will consist of two concurrent sessions. One will focus attention on the informational and library problems faced by administrators. The second session will be a working mini-session for reference librarians.

The meeting is designed to improve working relationships between science librarians through a discussion of some common problems. For further details contact Wallace C. Olsen, Deputy Director for Library Services, National Agricultural Library, Beltsville, Maryland 20705 (301-344-3834).

REPORTS ON NATIONAL LIBRARY MEETINGS

SPECIAL LIBRARIES ASSOCIATION ANNUAL CONVENTION DENVER, JUNE 1976

DISPLAY ON MEMORY SYSTEM APPLICATIONS

Developing the theme of "Memory Systems as Prods to the Creative Imagination" in a 64-square-foot display at the Special Libraries Association annual conference in Denver, June 5 - 9, 1976, Robert L. Birch, of the D.C. Branch of the National Agricultural Library, presented a series of panels illustrating various ways in which a reference librarian can make use of the traditional memory aid system.

The system associates consonants, numbers, and colors, so that pictures carried in the mind can be decoded mentally to recall numbers or facts, words or color patterns.

Birch's article on the subject is scheduled to appear in the *Encyclopedia Americana* in early 1977.

One of the display panels outlined the system, including sample pictures such as the green and white alp, used to recall number 59, since 5 stands for the letter L and for green, and 9 stands for p, b, and the color white. Other panels illustrated the application of the system to the learning of the Dewey Decimal Classification system, the major cities on the Interstate Highway System, the periodic table of the elements, and a color-coded prime number grid by which primes and common multiples can be associated with the intersection points of families of color-coded lines.

In times of proliferating "poof-readers errors" the importance of accurate use of the human computer can be brought to its proper focus along with other tools of information processing.

[Robert L. Birch]

AMERICAN LIBRARY ASSOCIATION ANNUAL CONVENTION CHICAGO, JULY 1976

CATALOGING NORMS

Hans H. Weber (University of Houston) presided as temporary chairman over the organizational meeting of the Discussion Group on Cataloging Norms held on July 19. Norms of interest were defined as quantitative and qualitative requirements used for evaluation of work. The group voted to restrict its scope to cataloging activities and to petition for affiliation with the Cataloging and Classification Section of the Resources and Technical Services Division. Membership will be open to head catalogers, or technical services directors, of medium-to-large research libraries.

Discussion brought out the need to define the different kinds of cataloging to be measured, such as monographic, serial, descriptive, and subject. Several heads of cataloging units agreed to make presentations at the next meeting on statistics and production studies conducted in their institutions.

Elizabeth Ann Lange (University of Minnesota) was elected vice chairman and chairman-elect.

[Jeanne M. Holmes]

TECHNICAL SERVICES DIRECTORS OF LARGE RESEARCH LIBRARIES

This discussion group met on July 18 under the chairmanship of Robin N. Downes (University of Michigan). As the first item of business, Carol Ishimoto (Harvard College) was elected chairwoman for 1976/77. Joseph Howard, Director of the Processing Department, gave a detailed report of the status of technical services activities at Library of Congress. Many of the items of this year's lengthy agenda related to member libraries' experiences in various acquisition activities.

There was some discussion of the serial records of the Pittsburgh Regional Library Center which had been added to the OCLC data base. A Pittsburgh observer attending the meeting explained that machine conversion of the records had degraded the quality of the cataloging; efforts are under way to find a means of upgrading the records. OCLC participation in general was also discussed, but no determination was made with regard to forming an OCLC users' subgroup.

The discussion group may hold part of its mid-winter meeting at Library of Congress, but final plans were not made.

[Jeanne M. Holmes]

AGRICULTURE BIOLOGICAL SCIENCES SECTION (Association of College and Research Libraries)

Barbara Gordon of the Forest Resources Library, University of Washington, conducted the section's meeting held on July 21 at the Museum of Science and Industry. The featured speaker was Robert Z. Callahan, Director, Forest Environment Research, U.S. Forest Service, whose topic was "Renewable Resources Technical Information Systems in the 1980's." The program concluded with a guided tour of the museum.

[Jeanne M. Holmes]

DEMONSTRATION OF THE UNIVERSITY OF CHICAGO LIBRARY DATA MANAGEMENT SYSTEM

A demonstration of the University of Chicago Library Data Management System took place on 19 July at the Joseph Regenstein Library of the University. Two systems were demonstrated, (1) the Library Bibliographic Data Base/Technical Processing System and (2) the Pilot Circulation System.

The Bibliographic Data Base contains two separate on-line files: the LC MARC Active file, with the most recent 10–25 weeks of records from the Library of Congress, and the Bibliographic Item File, with records for items on-order, in-process, or cataloged since 1973. Off-line the Library maintains other LC-MARC records and

other records for items cataloged since 1968. Access is provided to the Data Base by such specific attributes as ISSN, ISBN, LC card number, and such generic attributes as title code, author-title code, and processing status. Demonstrations were given in Acquisitions of citations from LC-MARC of records provided for selection, of pre-order searching, order input, and printing of rush orders; in Cataloging of updates of records to cataloging level and display of catalog card image for verification. Work is underway to establish a system of authority control and a data structure to permit multiple institutions to maintain individual machine readable catalogs through the system.

The demonstration of the on-line, real-time Pilot Circulation System showed the creation of an identification card with a photo of the user and with bar-coding; charging and discharging of books, also with bar-coding; updating and querying of patron and loan files. The identification card issued by the Library is that used throughout the whole University.

[Robert W. Butler]

COLLECTION DEVELOPMENT COMMITTEE

The Collection Development Committee (CDC) of the Resources Section of the Resources and Technical Services Division (RTSD) met on July 19, 20 and 21. Members of the Committee are: David Zubatsky, Chairman, Washington University Libraries; Jean Boyer, Rutgers University, Newark, New Jersey; Robert Butler, National Agricultural Library; Jean Coberly, Seattle Public Library; Sheila Dowd, University of California Library, Berkeley; George Miller, University of New Mexico, General Library; David Perkins, California State University, Northridge University Libraries. Official consultants are: John Kaiser, Pennsylvania State University Library; Paul Mosher, Stanford University Libraries; Hans Weber, University of California, Riverside. Other unofficial consultants include George Bonn, Graduate School of Library Science, University of Illinois at Champaign-Urbana; Elaine Sloane, Smithsonian Institution Libraries; Lyn Hart, Enoch Pratt Free Library.


The Committee first discussed the five guidelines on which it has been working. "Guidelines for the Formulation of Collection Development Policies" have been approved by the Resources Section and will go to the RTSD for approval. The Committee proposes to publish these guidelines in *LRTS*, if approved. The other four guidelines, for weeding, for collection evaluation, for budget allocation, and for selection tools, are all in draft form and will be issued first as working papers to attendees of the ALA Pre-Conference in June 1977. General discussion of the unfinished guidelines led to the conclusion by the Committee that emphasis would be placed on "philosophical" or policy discussion rather than on detailed procedures or "how-to-do-it" statements. Additional drafts of the four guidelines will be prepared taking into consideration all comments and variations presented.

Most of the meeting time was spent in planning the culmination of the work of the CDC, an ALA Pre-Conference to be held in Detroit in June 14 - 16, 1977. Plans call for registration of about 300 participants on Tuesday evening, June 14. On the following two days papers will be presented on the five topics of the Guidelines which the CDC is preparing. Workshops and discussions will take place on each topic. With the feedback from this Pre-Conference the Committee will prepare the final version of the guidelines.

[Robert W. Butler]

FEDERAL LIBRARIANS ROUND TABLE/ GOVERNMENT DOCUMENTS ROUND TABLE/ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES

Richard A. Farley, Director, NAL presented a paper titled "The National Agricultural Library Moving Ahead," in which he outlined goals in NAL's strategy for moving ahead. A primary goal is to become a focal point within the Department of Agriculture for coordinating departmental information activities. A second vital goal is the creation of a technical information service network. Thirdly, NAL needs to become an effective backstop for national agricultural information needs. The fourth goal looks toward building a coordinated National Agricultural

Information Service Network. Finally, there is need to coordinate international technical information activities. 

AGRICOLA ON-LINE COURSE OCTOBER 25 - 29, 1976

The National Agricultural Library is sponsoring a five-day workshop to train librarians and information specialists in the utilization of its CAIN bibliographic data base in an on-line mode. Charles L. Gilreath, who compiled the CAIN On-Line Users Manual, will teach the course with the aid of two terminal instructors from NAL.

The course will be held October 25-29 at the National Agricultural Library's facilities in Beltsville, Maryland. Registrants will be responsible for their lodging, meals and transportation, but all equipment, manuals and instructions will be provided by the National Agricultural Library. Persons wishing to attend should submit their names on letterhead stationery by October 8 to:

Automated Retrieval Services
National Agricultural Library
Beltsville, Maryland 20705.

Emergency telephone reservations may be made by calling (301) 344-3843.

Twenty persons will be accepted in the course with preference given to government, land-grant or agriculturally related organizations. The course is introductory to the use of CAIN On-Line; no prior terminal experience is required. The course will provide extensive lecture, exercise, and terminal experience on both the available commercial systems offering CAIN On-Line.

NEW SERIALS RECEIVED AT NAL



Horticulture Industry.

Tunbridge, Eng., Benn Brothers. Feb. 1976 —
Supersedes *Commercial Grower*.

NEW PUBLICATIONS OF NOTE



Agricultural Progress in Arkansas. The Contribution of the Agricultural Experiment Station, May 1976 (Special Report 28) Fayetteville, Agricultural Experiment Station, University of Arkansas Division of Agriculture. Free. Apply to the Agricultural Experiment Station.

Agriculture in the United States: a documentary history. Wayne D. Rasmussen. New York, Random House, 1975. 4 vols. \$133.00
ISBN-0-394-49976-x.

Federal Scientific and Technical Communication Activities: 1975 Progress Report. Washington, D.C., National Science Foundation.
Available from: National Technical Information Service, U.S. Department of Commerce, 5285 Port Royal Road, Springfield, Virginia 22151. (Order No. PB253-975; Domestic \$5.00 paper copy) \$2.25 microfiche; Foreign \$7.50 paper copy, \$3.75 microfiche.

Food Crops in the Low-Income Countries: the state of present and expected agricultural research and technology. Ralph W. Cummings, Jr. New York, Rockefeller Foundation, 1976. 103p. Free.
Apply to The Rockefeller Foundation, 1133 Avenue of the Americas, New York, N.Y. 10036.

Genetic Improvement of Seed Proteins.
Proceedings of a workshop, Washington, D.C., March 18 - 20, 1974. Board on Agriculture and Renewable Resources; Commission on Natural Resources, National Research Council (National Academy of Sciences, 1976; 394p.
ISBN 0-309-02421-8. \$15.25
Available from the Printing & Publishing Office, National Academy of Sciences, 2101 Constitution Avenue, N.W., Washington, D.C. 20418

International Workshop on Grain Legumes, Jan. 13 - 16, 1975. *Proceedings*. Hyderabad, India, International Crops Research Institute for the Semi-Arid Tropics (ICRISAT) 1976. 350p.
Copies are available for U.S. \$3.22 outside India,

surface mail prepaid (or \$8.76 air mail prepaid) from Information Services, ICRISAT, 1 - 11 - 256 Begumpet, Hyderabad 50016, A.P., India.

National Agricultural Library. 1975 Annual Report. Beltsville, Md., 1976. 24p. Free.
Send self-addressed mailing label to Information Office, National Agricultural Library, Beltsville, Md. 20705.

Serving Georgia through Research. 1975 Annual Report. 2 vols. Athens, Ga., College of Agriculture, University of Georgia. Free. Apply to the College of Agriculture.

NEWS NOTES

Alan Fusonie, Historical and Preservation Programs Specialist, NAL discussed "The Impact of Mechanization on American Agriculture" on a recent USDA T.V. show "Across the Fence."

* * * *

The Agricultural Sciences Information Network Committee met at NAL August 26 - 27. NAL staff members made presentations on "Update on National Agricultural Library Data Base Creations and Trends" (Samuel T. Waters) "Special Service Projects" (Wallace C. Olsen) "Publishing and Dissemination" (Leila Moran) Donald Childers, Chief, Publications Division, Agricultural Research Service, USDA reviewed "USDA Microform Policies and Activities. A "Survey of Land-Grant and NAL Interactions was presented by Richard Chapin, Director of Libraries, Michigan State University. Chapin and Olsen also reviewed "ASIN Concepts and Implementation Questions." On August 27, Delbert T. Myren, A.I.D. Technical Assistance Bureau, spoke on "A.I.D. Information Activities and Policies" and Ralph Phillips, Foreign Agricultural Service, USDA on "F.A.O. Information Activities.



(Continued from page 1, col. 1)

SEMINARS

Each university library will run from two to four seminars in the summer and early fall to introduce the service in locations that will permit as many as possible of interested personnel to attend. The first seminar was held in July in Gainesville, Florida, for SCS personnel.

Seminars are expected to cover the following:

1. advantages of machine readable data files (especially the use of logical operators to delimit topics);
2. difference between current awareness service and retrospective;
3. the coverage and limitations of the data bases emphasizing those most relevant to the attendees; the document does *NOT* list all commercial data files available although land-grants should use any they need.
4. Regional Document Delivery System, how it works and may be used.
5. SDI (Selective Dissemination of Information) from a variety of services and online retrospective via land-grant terminals.

Special access to EPA (Environmental Protection Agency) services and ERDA (Energy Research and Development Agency) data bases will be available.

The cost of the program is estimated at \$21,300. The estimated population to be served is 550 USDA employees.

Contact points within the sates are:

Hans Rocke	University Library
(916) 752-1126	University of California
	Davis, California 95616

Richard W. Vierich	Science Libraries
(714) 787-3238	University of California
	Riverside, California 92507

Robert W. Burns	The Libraries
(303) 491-5911	Colorado State University
	Ft. Collins, Colorado 80523

Gustav Kovalik	Hume Library
(904) 392-1934	Institute of Food and
	Agricultural Sciences
	University of Florida
	Gainesville, Florida 32611

Lorene Nash	Milton R. Merrill Library
(801) 752-4100	Utah State University
ext. 7546	Logan, Utah 84321

Martha Callanan	The Library
(509) 335-8631	Washington State University
	Pullman, Washington 99163


Jerry Caswell	Steenbock Memorial Library
(608) 262-9635	University of Wisconsin
	Madison, Wisconsin 53706

This service is expected to be in full operation by December 1, 1976.

CORRECTION

"A List of References for the History of Black Americans in Agriculture, 1619 - 1974" by Cecil Harvey and Joel Schor, ERS/USDA cited in the August issue of ALIN (p. 9 under BIBLIOGRAPHIES AND CHRONOLOGIES) was published by the University of California's Agricultural History Center Instead of Research Center.



Certain types of material are indexed but not published in the *Bibliography of Agriculture*. Articles from serials or monographs are entered on the tape as document type code O and all type O items are selected for publication in the *Bibliography of Agriculture*. But, items treated as monographs by Indexing Section (entered as document type code 1) are available only on tape. These are unnumbered series in which the title of the series differs from the title of the piece only by the date of the individual item. The original cataloging entry will be available on the tape under document type code 2 (series or serial) if the cataloging was done in 1970 or later. Publications treated as monographs by Indexing Section are yearbooks, directories, proceedings of annual meetings, annual reports of societies, government organizations, industrial organizations, etc. Much valuable material is found here such as statistics, information on organizations, summaries of papers presented at meetings, lists of businesses, and other organizations, etc. Some annual reports are part of a numbered series, such as a state experiment station bulletin, or include signed articles; these are published in the *Bibliography of Agriculture*. 

NATIONAL AGRICULTURAL OUTLOOK CONFERENCE SET

NOVEMBER 15 – 18

Long-range program planning needs for the family will be one of the key presentations at the '77 National Outlook Conference, Family Living Sessions scheduled November 16 - 18 at the U.S. Department of Agriculture in Washington, D.C. Population trends and a study on adult competency also will be discussed.

Highlights of the Family Living sessions -- Tuesday, Wednesday and Thursday -- will be the outlook

on consumer expenditures including clothing, housing, and health care. No session is planned for Wednesday afternoon but the computer terminal for budgeting demonstrations will be displayed.

The tentative schedule for Thursday, November 18th, includes new research information, food consumption trends and other related studies.

The over-all 1977 Outlook Conference will begin November 15th with reports on the general economy and foreign agricultural trade. The conference, sponsored by USDA's Economic Research, Agricultural Research and Extension Services, will also feature presentations and panel discussions by leading authorities in agriculture and business on commodities.

Additional information will follow as available.

— *Food and Home Notes*.
v. 33, no. 36, Sept. 6, 1976

AGRICULTURE DATEBOOK



October 3–7: *SOCIETY OF AMERICAN FORESTERS CONVENTION*, New Orleans, Braniff Place Hotel. Contact: SAF
5400 Grosvenor Lane, Washington, D.C. 20014.

October 4–6: *SIXTH EAST AFRICAN WEED SCIENCE CONFERENCE*, Nairobi / Kenya.

October 5–9: *AMERICAN SOCIETY OF INFORMATION SCIENCES*, 39th Annual Meeting, San Francisco Hilton, San Francisco, CA.

October 12–14: *NATIONAL FEDERATION OF ABSTRACTING AND INDEXING SERVICES. INDEXING IN PERSPECTIVE SEMINAR*. The seminar will be held at the School of Library Science, University of Alberta,

Edmonton, Alberta, Canada.
Contact: NFAIS, 3401 Market St., Philadelphia,
PA 19104.

October 16: AGRICULTURAL HISTORY OF ONTARIO. 1st Annual Seminar. University of Guelph, Guelph, Ontario, Canada. For details contact: Office of Continuing Education, 824-4120, ext. 3956 or 3988.

October 17-21: NATIONAL PEST CONTROL ASSOCIATION, Cincinnati, Ohio.

October 17-22: INTERNATIONAL ASSOCIATION OF WATER POLLUTION RESEARCH. 8th Conference, Box 2609, G.P.O. Sidney 2001 Australia.

November 15-18: 1976 BRITISH CROP PROTECTION CONFERENCE-WEEDS, Hotel Metropole, Brighton / England.

November 15-18: 1976 NATIONAL AGRICULTURAL OUTLOOK CONFERENCE, U.S. Dept. of Agriculture, Washington, D.C.

November 28-December 2: ENTOMOLOGICAL SOCIETY OF AMERICA, Sheraton Waikiki Hotel, Honolulu, HI. W. P. Murdoch.
Contact: Exec. Secy., Entomological Society of America, 4603 Calvert Road, College Park, MD 20740.

November 28-December 3: CROP SCIENCE SOCIETY OF AMERICA, SOIL SCIENCE SOCIETY OF AMERICA, AMERICAN SOCIETY FOR AGRONOMY, Houston, Texas.

December 9-11: 4TH CONGRESO, APECOMA, ASOCIACION PERUANA DE CONTROLADORES DE MALEZAS, Ica / Peru.

December 14-17: AMERICAN SOCIETY OF AGRICULTURAL ENGINEERING, Palmer House, Chicago.

SOCIETY OF AMERICA, Francis Marion Hotel, Charleston, S.C. Contact: S. G. Turnipseed, Sec.-Treas., Edisto Experiment Sta., Blackville, S.C. 29817.

January 31-February 3, 1977. AMERICAN LIBRARY ASSOCIATION. MID-WINTER MEETING. Sheraton-Park Hotel, Washington, D.C.

February 8-10: ANNUAL MEETING, WEED SCIENCE SOCIETY OF AMERICA, Stauffer's Riverfront Towers, St. Louis, MO / USA.

February 14-18, 1977: SOCIETY FOR RANGE MANAGEMENT. Annual Meeting. Contact: Dr. M. M. Kothmann, Chairman, 1977 SRM Program Committee, Dept. of Range Science, Texas A & M University, College Station, Texas 77843.

March 7-9, 1977: NATIONAL FEDERATION OF ABSTRACTING AND INDEXING SERVICES ANNUAL CONFERENCE. Stouffers National Center Hotel, Crystal City, Arlington, Virginia.

April 17-22, 1977: SOUTHWESTERN BRANCH MEETING, ENTOMOLOGICAL SOCIETY OF AMERICA, Holiday Inn, Guadalajara, Mexico. Contact: R. L. Harris, Sec.-Treas., USDA, ARS, P.O. Drawer DG, College Station, TX 77840.

July 11-17, 1977: 6TH ASIAN PACIFIC WEED SCIENCE SOCIETY CONFERENCE, Jakarta / Indonesia.

July 17-20, 1977: AQUATIC PLANT MANAGEMENT SOCIETY ANNUAL MEETING, Holiday Inn (downtown), Minneapolis, MN / USA.

August 2-3, 1977: EUROPEAN WEED RESEARCH SOCIETY SYMPOSIUM, Uppsala / Sweden.

1977

January 25-27, 1977: SOUTHEASTERN BRANCH MEETING, ENTOMOLOGICAL

AGRICULTURAL LIBRARIES INFORMATION NOTES is published monthly by the U.S. Department of Agriculture, National Agricultural Library, Beltsville, MD 20705. Leila Moran, Editor.

SUPPLEMENT:

<u>APPOINTMENTS</u>	<u>Position</u>	<u>Section</u>	<u>Eff. Date</u>	<u>Grade</u>
Victoria Sweet	Librn.	Cat.	9/12/76	GS-7
Brigette Clark	Stu. Aid	FNIC	9/12/76	
Mr. McCone	Librn.	Proc.	9/26/76	GS-9
Regina Messaue	Lib. Techn.	Maint.	8/29/76	GS-4
Inez Badu	Lib. Techn.	Law	9/27/76	GS-2

PROMOTIONS

Roger Henderson	Lib. Techn.	DCB	9/12/76	GS-5
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RESIGNATIONS

Elizabeth White	Sum. Intern	Proc.	8/17/76	GS-5
Deborah Lapeyre	Sum. Intern	Ref.	8/24/76	GS-5
Cynthia Bryan	Stu. Aid	Law	9/9/76	
Brenda Trowell	Stu. Aid	DCB	9/10/76	
Deborah Blasi	Stu. Aid	OD	9/30/76	
Paul Ritter	Stu. Aid	CA	9/30/76	
Joseph Strasnick	Stu. Aid	OD	9/30/76	
Brenda Dickerson	Stu. Aid	Proc.	9/30/76	
James Morgan	Sum. Intern	Lib. Ser.	9/25/76	
Dorothy Smith	Sum. Intern	Lend.	8/20/76	GS-5
Cortina Smith	Sum. Aid	Util.	9/30/76	
Sharon Crutchfield	Librn.	Cat.	9/10/76	GS-9
Luann Plummer	Sum. Aid	Util.	9/9/76	
Bridgette Mason	Sum. Aid	OD	9/3/76	
Larry Ginyaid	Sum. Aid	Select.	9/3/76	

DISABILITY RETIREMENTS

Rosemary Bugher	Clk. Dict. Mach. Transcriber	OD	9/3/76	GS-5
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CHANGE IN DUTY HRS.

Marie Rojas	Sum. Aid	Util.	9/9/76	
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REDESCRIPTION OF DUTIES

Patricia Krug	Lib. Techn.	Util.	9/12/76	GS-6
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EXTENSION OF TEMP. APPOINTMENTS

Joseph Strasnick	Stu. Aid	OD	8/31/76	
Paul Ritter	Stu. Aid	Cat.	8/31/76	

<u>CONVERSIONS</u>	<u>Position</u>	<u>Section</u>	<u>Eff. Date</u>	<u>Grade</u>
Regina Duck	Stu. Aid	Util.	8/26/76	
Thomas Elias	Stu. Aid	Ref.	9/17/76	
Cynthia McIntyre	Stu. Aid	DCB	9/20/76	
Gail Cherry	Stu. Aid	DCB	9/13/76	
Toni Spriggs	Stu. Aid	DCB	9/3/76	
Donna Horne	Stu. Aid	CA	9/7/76	
Louise Austin	Stu. Aid	OD	9/6/76	
Wilnette Bailey	Stu. Aid	Law	9/7/76	

PERIPATETIC STAFF

Gerald Sophar visited the Institute for Scientific Information, Philadelphia, Pennsylvania, August 27-28, 1976.

Pat Condon attended the 1976 Pittsburgh Conference on Resource - Sharing in Libraries, Pittsburgh, Pennsylvania, September 29 - October 1, 1976.

Harry Kemp attended the American Chemical Society meeting, San Francisco, California, August 30 - September 3, 1976.

UNITED STATES DEPARTMENT OF AGRICULTURE
NATIONAL AGRICULTURAL LIBRARY
BELTSVILLE, MARYLAND 20705

September 15, 1976

EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE MINUTES

Meeting of August 19, 1976

REGULAR MEETING

The regular meeting was called to order by Robert Butler at 10:00.

PRESENT

Idalia Acosta, Robert Butler, Betty Daniel, Elizabeth Dolina, William Feidt, David Hoyt, Celeste Huecker, Gloria Pugh, Ruth Pyne, Melody Snare, Gerald Sophar, Mary-Stuart Taylor, Erastine Williams, Sue Wrightson and Carl Younger.

MINUTES OF THE MEETING

The minutes of the previous meeting on July 15, 1976 were reviewed and approved.

APPROVAL OF THE AGENDA

The agenda was approved.

REPORT OF THE EEO COORDINATOR

No report was given as Katherine Daley, the Coordinator, was too ill to be present.

REPORT OF THE SPANISH SPEAKING COORDINATOR

No report given.

REPORT OF THE FWP COORDINATOR

Celeste Huecker reported that she met with J. Paul Bolduc and discussed problems with the Affirmative Action Plans of the Department, specifically the problem of hiring minority people because of the structure of the register.

REPORT OF THE EEO COUNSELORS

No report given.

REPORT OF THE EEO CHAIRMAN

Two memoranda by Dr. Farley were read. The first, to Shirley Elliott, concerned the USDA's Women's Action Taskforce Leadership Development Program. (Dr. Farley declined to nominate a participant due to the too short notice). The second was to the EEO Committee, dated 7-29-76, concerning the committee's review of NAL's Narrative Progress Report. Dr. Farley acknowledged receipt of the report and stated that copies were given to the Executive Group for review and discussion. His comments would be forthcoming, after advice from the Executive Group.

Two handouts concerning minority employment entitled "CSC News" were circulated to the members.

NEW BUSINESS

David Hoyt reported that he was unable to find a secretary for the committee. The committee agreed to take turns keeping the minutes until one could be found.

The committee agreed to send flowers and a card to Katherine Daley, the EEO Coordinator.

Celeste Huecker suggested that personnel activities and EEO Coordinator activities be kept separate due to the potentially conflicting nature of the two. Some discussion took place, but as a formal motion was not made, the committee took no action on the issue.

Celeste Huecker suggested that there was a need for an interim EEO Coordinator to act in Mrs. Daley's absence. A motion was not made and the committee took no action.

The committee expressed general agreement concerning its willingness to help Dr. Farley with EEO activities, and instructed the Chairman to convey its sentiments to the Director. The topic centered specifically around the question of what more the committee could be doing to help.

A general discussion took place concerning the question of employees' perceptions of EEO. It was said that considerable fear existed within the library, that employees were afraid to come forward with problems because of potential reprisals. Some said that even obtaining time-off from work to attend the EEO meetings as a difficult matter. Some expressed doubt that the committee was doing anything useful; or that employees viewed it as anything but a token committee. The question

of whether or not the meetings were even open to the employees was raised (and answered in the affirmative). It was suggested that Dr. Farley write a letter reaffirming his belief in EEO. The Chairman indicated that he would talk to Dr. Farley on these matters.

DAVID HOYT

